



### OFFICE OF THE ACADEMIC REGISTRAR

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Passport-sized  
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APPLICATION FOR ADMISSION TO DIPLOMA, CERTIFICATE AND SHORT COURSES

\_\_\_\_\_ (YEAR)

**NOTE:** Copies of prior academic documents required. For Diploma & Certificate courses, copies of both 'O'/'A' level result slips/Certificates, identification (driving permit, national ID, passport, current employer ID card or ID card from your previous institution) should be attached to this form. We shall need the originals of the above copies at registration.

### PLEASE FILL THIS IN CAPITAL LETTERS

**CHOICE OF INTAKE:** (Indicate if January, May or September Intake)

[Select Intake]

### SECTION 1:

a). Programme being applied for [Select Programme / Course]

b). Option: \_\_\_\_\_

c). Mode of Delivery (Tick):  Weekend  Distance learning

### 1.1: APPLICANT'S PERSONAL INFORMATION

Name: (use names on academic documents)

Name: \_\_\_\_\_

Last Name

First Name

Maiden Name

Gender (Tick):  Male  Female

Date of birth: (mm)\_\_\_\_\_/ (dd)\_\_\_\_\_/ (yy) \_\_\_\_\_

Nationality: \_\_\_\_\_

Country of residence: \_\_\_\_\_

Home district: \_\_\_\_\_

Religious affiliation: \_\_\_\_\_

Marital status (Tick):

Single

Married

Others specify: \_\_\_\_\_

Name of spouse: \_\_\_\_\_

Contact of Spouse: \_\_\_\_\_

## 1.2: DISABILITY

Do you have any disability?

Yes  No

Chronic Illness

Physical Disability

Impairment (Hearing, Speaking, Seeing, etc.)

Others(specify \_\_\_\_\_)

Briefly state nature of disability: \_\_\_\_\_

## 1.3: APPLICANT'S CONTACT

Tel. No(s).		Email:
Postal Contact:	P.O. Box:	Town:
	Country	

## 1.4 PARENTS/GUARDIAN'S (next of kin) CONTACT

Give details of Parents, Guardian and where applicable the sponsor

	Father/ guardian	Mother/ guardian	Sponsor (if applicable)
Name			
P.O. Box			
Town			
Telephone			
Email			

## 1.5 EMPLOYMENT RECORD

Name and address of employer	Designation	From	To

## SECTION 2: EDUCATION BACKGROUND

2.0. Secondary Schools, Colleges and Universities attended (Give names dates, qualifications and grades)

Name and address of School/Institution	From	To	Qualification	Grade

## SECTION 3: SOURCE OF FUNDING

Please indicate details of any scholarships, or Grant relating to the course for which you are applying.

a) Government/Ministry

b) Private Sponsorship

I hereby certify that the information I have provided on this application form is correct and complete.

Student's Signature : \_\_\_\_\_ .Date : \_\_\_\_\_